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DRAFT SPECIFICATIONS FOR A SURVEY OF
NON O/TR TRAINING ACTIVITIES

1. Each Office should report on the following listed training activities presently being conducted by the Office, independent of the training programs established and conducted by the Office of Training.

2. Each report should consider the following listed categories and report Office training under the headings listed below:

Category 1. Area training (including basic familiarization courses, refresher courses, and intensive courses)

Category 2. Intelligence methods and techniques (including courses in methods of collection, source exploitation, evaluation of source material, research techniques, functional specialization, intelligence reporting, intelligence estimating, etc.)

Category 3. Language training (basic, advanced and refresher)

Category 4. Administrative training (clerical and professional)

Category 5. Specific on-the-job training which may encompass categories 1, 2, and 4.

3. In each case, the following information is requested for each category:

a. The objective, scope, duration, and frequency of the training project.

b. The number of personnel involved as (1) instructors and (2) students.

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